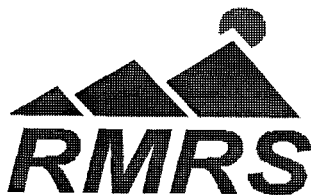


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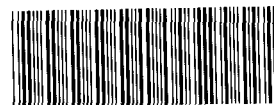
MAR 20 1996

RMRS, LLC



Rocky Mountain  
Remediation Services, L.L.C.  
... protecting the environment

## INTEROFFICE MEMORANDUM



000062784

DATE: March 18, 1996

TO: Distribution

FROM: Herb Finkelman, Project Management, T130F, X5491

SUBJECT: MEETING MINUTES FOR THE 707 "J" MODULE GLOVE-BOX REMOVAL  
MEETING MARCH 11, 1996 - HNF-028-96

Action: Attendees are responsible for the action items listed below.

### PURPOSE

The purpose of this correspondence is to distribute the meeting minutes for the 707 "J" Module Glove-box Removal meeting held on March 11, 1996.

### DISCUSSION

<u>Name</u>	<u>Department</u>	<u>Bldg</u> <u>Phone/Pager/FAX</u>
<b>Attendees:</b>		
Pete Ross	Planning and Integration	T130F 5616/D5091/F5215
Tim Humiston	Engineering	T130F 2700/D0850/F8048
Don Clark	Planning	B770 8180/D7195/F2335
Mike Nelson	Construction	T764B 7647/D3876
Dan Coyne	Maintenance	T439D 8177/D7223
Dave Stough	Maintenance	T439D 4384/D1569
Mary Aycok	SEG - Waste Liaison	T130F 5309/ /F8244
Steve Sergeson	K-H Proj. Mgmt.	T130F 7758/D7692
M.E. Brown	Rad. Ops.	B549 2397/D5203/F2062
Dana Santi	Tech. Applications	779 4200/D0847/F2982
Gary Bracken	Waste Ops	T130B 9881/D7635/3407
Carl Trump	SWOG	T893A 7945/D1676/F6172
Leslie Lewis	SWOG	T893A 7643/D1735/F6172
<b>Absent:</b>		
Bob Garcia	Construction	T764B 6259/D1237
Herb Finkelman	Project Management	T130F 5491/D0381/F5215
Bill Anderson	Maintenance	T439D 8052/D4555
Pete Tourigny	Maintenance	T439D 3043/D6171/F3711
Garth Beers	Safety	T891C 3149/D3060

### **Overview:**

1. The scope of the project consists of the removal of 4 large glove-boxes and 1 small "B" box in the "J" Module of Bldg. 707. All associated utilities are also to be removed. J 20, J 40 and J 50 are contaminated. They will be removed to building 776 for volume reduction. J 30 will be shipped to Los Alamos. J40A will be treated as waste.

ADMIN RECORDED

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2. SSOC is providing the Engineering and IWCP for the initial phase of disconnecting the boxes from the bldg. RMRS will to the engineering and IWCPs for the lead removal and relocation of the boxes.
3. The initial IWCP was approved with comments on 2/28. The initial removal occurred on 3/12. All site work ceased on 3/14 pending authorization basis review.

#### **Project Management:**

1. We need to develop a plan for the volume reduction effort. Herb's action for now.
2. Initial indications are that due to survey limitations, we must treat the glove-boxes as TRU Waste until volume reduction and crate counting. The Traffic plan is not a long lead time item. We will work this issue after the project is in process. However, we are reviewing assay capabilities off site to avoid having to treat the boxes as TRU Waste.
3. The NRWOL is in the IWCP.
4. The waste/IH characterization plan is in the signature cycle. Sampling is impacted by the stand-down. Glycol is including in the sampling plan, as is the J 30 Oil. Mary is to coordinate any IWCP or RWP requirements.
5. Herb and Mary will meet with Mike Klein on 3/15. There appears to be several concerns.
6. The Drums are in the J Module. We are fire-proofing the crates.
7. Mary is still researching/confirming potential waste disposal costs. The project should not fund Waste Operations mortgage costs but will be responsible for off-site disposal costs.
8. We will have a daily construction meeting at 1:00 in Mike Nelson's area.
9. Mary and Herb must obtain commitments on waste disposal. With 664 currently shut down concerns exist.

#### **Engineering:**

1. Tim owes Mary window specifics for lead sales.
2. Reqs. for the glove-bags and mock-ups are in the procurement cycle. Bill Anderson is covering while Tourigny is on vacation.
3. Tim still owes Don the information on the J 20 & 30 windows. It will be provided in the next few days.(status not determined at 3/11 mtg.
4. We still have not received the most recent air test data. We need it before the initial tent is installed. James Masingale has report.
5. The lift plan is still being developed. Originally the boxes came through the wall, but this may not be required to remove them. We determined that J 20 and J 30 required different lifting techniques for assembly.
6. Tim will have to develop glove-box crate dwgs. We need a forecast.

#### **Construction:**

1. Glove-boxes 40 and 50 still must be cleaned out. This is being worked with the bldg.
2. In discussions about benelex window removal, Mary indicated that the lead sampling must be completed prior to removing any painted covers.
3. We believe the training is under control. We still would like to obtain SSOC concurrence. Mike will check with Bob Garcia on status of matrix.
4. Procurement of the CBOM for the initial IWCP continues to be a major concern.

5. Dave and Mike are trying to confirm the location of spare glove-box gloves. This was not addressed at the 3/11 meeting.
6. When the lift plan is finalized, we need to locate and certify required equipment.
7. Mike and Bob are arranging the glove-box filter replacement effort. A separate A package is required. Mike Liesfield prepared the hard card which is with Mike Maier for package prep.
8. Mike reported that the alarm disconnects must be done on off time to avoid Ops impacts. This issue is being worked.
9. Mike is to determine glove-box surveillance requirements. The LCO manager for the building will have the information. This may be covered by the building.
10. Garth is finalizing the HASP. The initial AHAs have been approved.
11. Obtaining portable SAAMs for the tents remains a concern. We believe we have located 4 for our project. This issue is being tracked, delivery to 439 is expected 3/22.
12. Gene is to determine RCT glove-bag training requirements.
13. Gene is to evaluate J-40A for free release.

**Schedule:**

1. The schedule is to be updated by Friday of this week.
2. Pete Ross is to talk to Tom Bourgeois and Mark Maier on schedule concerns learned from the "D" Module effort.

**Action Items:**

1. Develop plan to deal with Lead Windows; sample lead for contamination. Action: Mary Aycock Due: Characterization plan in signature cycle.
3. Initiate Mock-up construction and conduct training. Action: Tim Humiston Due: Only true mock-up will be J 20. This will be completed after all glove bags are ordered.
4. Finalize Glove-bag and Sleeve approaches. Action: Tim Humiston and Jack Tedaro Due: Complete - Breach list available.
5. Complete IWCPs for Lead Removal and Glove-box relocation. Action: Don Clark Due: Started will complete after Tim finalizes J 20 and 30 questions on window design. Don will issue partial CBOMs as soon as possible.
7. Push Procurement of CBOM Materials. Action: Mike Nelson and Pete Tourigny Due: on-going
9. Develop and finalize lift plan. Obtain required equipment. Action: Tim Humiston, Mike Nelson, Dave Stough Due: 3/7
13. Obtain and certify Air movers. Action: Mike Nelson Due: 3/7 We will move the air movers when the space allocation plan is completed. Certification can be accomplished relatively quickly.
15. Determine Window configuration relative to the lead and which windows are lead. Action: Tim Humiston Due: 3/1 J40/50 information provided. J20/30 complete by 3/5.

16. Complete Safety Plan for IWCP. Action: Garth Beers Due: 3/5 Plan in signature cycle.
20. Check on previous asbestos approaches and develop cost comparison. Action: Mary Aycock Due: Intent is to sample for asbestos.
22. Obtain most recent air test from Jack Tedaro. Action: Tim Humiston Due 3/8 James Masingale to provide.
23. Conduct preliminary walk down of LO/TO locations and requirements. Action: Mike Nelson and Bill Anderson Due: Complete
26. Locate/reserve and calibrate required portable SAAMs. Action: Mike Nelson and Herb Finkelman Due: We are attempting to obtain 4 from the RES project, delivery is expected 3/22.
28. Obtain SSOC liquid sample results. Action: Herb Finkelman Due: Complete
30. Establish area staging plan for waste, air movers etc. Action: Herb, Mike, Dave Due: 3/6.
31. Finalize Traffic Plan. Action: Mary Aycock Due: Later
32. Determine Waste Disposal Costs. Action: Mary Aycock. Due: 3/7
34. Finalize any need to tear down walls for box removal. Action: Tim Humiston Due: 3/7
37. Develop Volume reduction plan. Action: Herb Finkelman Due: 3/7
39. Develop glove -box crate dwgs. Action: Tim Humiston Due: 3/15
40. Process Facility Transfer Form. Action: Mike Nelson Due: Complete - we will not utilize this form due to required surveillances.
41. Provide name of waste inspector. Action: Mary Aycock Due: 3/5
42. Determine if technology exists to assay the boxes prior to Volume Reduction. Action: Mary Aycock Due: 3/14
43. Establish if we have a concern over dock coordination. Action: Mary Aycock Due 3/14 Shirley to call Mike Klein.
44. Resolve concern over quantity of Asbestos we are dealing with. Action: Herb, Tim and Mary. Complete - dealt with in characterization plan.
45. Finalize Fire Load implications on waste staging. Action: Tim Humiston Due: Complete - this is not a concern. We will follow bldg. guidelines.
46. Resolve question of glove currency and concern on using gloves if box out of service. Action: Mike Nelson and Dave Stough Due:
47. Coordinate Filter Tech replacement of Glove Box filters. Action: Mike Nelson Due: Mark Maier developing package. We will schedule with filter techs.
48. Coordinate RCT overtime. Action: Gene Brown Due: Complete.
49. Determine methodology/requirements to drain free liquids. Action: Mike Nelson Due: Stough to find access points.

50. Take steps to assure adequate PPE and respirators are available. Action: Mike Nelson Due: Mike to check on respirators - Gene can support PPE needs.
51. Determine Glove Box Surveillance requirements. Action: Mike Nelson Due: May be performed by bldg. Confirmation required.
52. Reserve internal lockers for the respirators. Action: Mike Nelson Due: Complete - lockers available.
53. Relocate Dosimeters to 707 board. Action: Dave Stough Due: complete
54. Assure RCTs are glove bag trained. Action: Gene Brown Due: Only need training once. Gene to check status.
55. Resolve question on red badges while module operations are in process. Action: Gene Brown Due: Complete - not a concern.
56. Develop daily activity report for the shift manager. Action: Herb Finkelman and Mike Nelson Due: Complete. - Dave Stough has a form.
57. Determine availability of glove box gloves. Action: Mike Nelson and Dave Stough Due:
58. Determine availability of PPE and any special laundry issues due to lead. Action: Tim Humiston and Mike Nelson Due:
59. Coordinate sampling IWCP and RWP requirements. Action: Mary Aycock Due:
60. Provide Mary with Lead Window information. Action: Tim Humiston Due:
61. Develop training matrix and submit to SSOC for comment. Action: Bob Garcia Due:
62. Confirm waste disposal locations. Action: Mary Aycock Due:
63. Finalize status of spare gloves. Action: Mike Nelson and Dave Stough Due:
64. Finalize glove-box clean-out plans. Action: Herb Finkelman Due:
65. Coordinate Alarm disconnects. Action: Mike Nelson Due:
66. Resolve utilization of waste techs. Action: Herb Finkelman and Mike Nelson Due:

The next meeting will be March 18, 1996, 1:00 p.m. in Building 439.

#### RESPONSE REQUIREMENTS

Team members are responsible for responding to action items listed above.

HNF:dlu

#### Distribution:

D.	Clark	-	DynCorp - 770	D. Stough	-	RMRS - T439D
				P. Tourigny	-	RMRS - T439D
				C. Trump	-	RMRS - T893A
S.	Sergeson	-	K-H - T130F	K. Bates	-	SSOC - 441
R.	Williams	-	K-H - T130F	T. Davidson	-	SSOC - 441
B.	Anderson	-	RMRS - T439D	H. Mason	-	SSOC - 750
M.	Aycock	-	RMRS - T130F	G. Trieste	-	SSOC - 750
G.	Beers	-	RMRS - T891C			
G.	Bracken	-	RMRS - T130B			
D.	Coyne	-	RMRS - T439D			
B.	Garcia	-	RMRS - T764B			
C.	Guthrie	-	RMRS - T130F			
T.	Humiston	-	RMRS - T130F			
L.	Lewis	-	RMRS - T893A			
M.	Nelson	-	RMRS - T764B			
P.	Ross	-	RMRS - T130F			

File 17.402.F